

IN THE SUPERIOR COURT OF HOUSTON COUNTY  
STATE OF GEORGIA

\_\_\_\_\_  
Plaintiff

Civil Action No. \_\_\_\_-V-\_\_\_\_

FILED IN OFFICE, SUPERIOR COURT OF  
HOUSTON COUNTY

vs.

\_\_\_\_\_  
Defendant

AUG 07 2019



Gabe Collins, Deputy Clerk

**STANDING ORDER:**  
**DOMESTIC RELATIONS ACTIONS**

Pursuant to O.C.G.A. 19-1-1(b) and Uniform Superior Court Rule 24, this Standing Order binds the parties in the above styled action, their agents, employees and all other persons acting in concert with such parties on whom this Order is served or who have actual notice of same.

**Each party is hereby prohibited from doing any of the following:**

- (a) **doing, attempting to do, or threatening to do any act injuring, maltreating, vilifying, molesting, or harassing the other party or the child(ren) of the parties, or following, placing under surveillance, or contacting the other party or child(ren) of the parties without their consent for the purpose of harassing and intimidating the other party or child(ren) of the parties;**
- (b) **causing or permitting the minor child(ren) of the parties to be removed from the jurisdiction of this Court without written permission from the other party;**
- (c) **selling, encumbering, trading, contracting to sell, or otherwise disposing or removing from the jurisdiction of the Court any of the property belonging to one or both of the parties, except in the ordinary course of business.**
- (d) **diminishing or otherwise altering any asset of the parties (with the exception of monthly income). Before any diminution or alteration of an asset may occur (excluding monthly income), the parties must obtain Court approval. Each party is authorized to serve the holder of any such assets with this Order, whereupon such holder shall be bound.**

The Court further orders all parties to complete and file a **Financial Affidavit** and **Child Support Worksheet and supporting schedules**, per O.C.G.A. 19-6-15 and Uniform Superior Court Rule 24.2, as amended. These filings are to be within the times required by Rule 24.2, and

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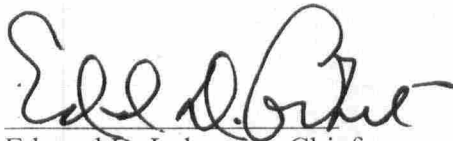
are to be amended for accuracy prior to any hearing. Only the worksheet and schedules promulgated by the Georgia Child Support Commission will be accepted for service in this circuit.

The party petitioning the Court in a child support matter shall be required to serve upon the other party the notice appropriate. Service of same shall be made as required by Rule 24.2.

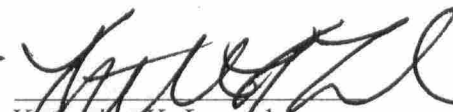
Any party who intends to submit a proposed worksheet and the accompanying schedules to the Court electronically shall do so in accordance with Rule 24.2, as amended, and shall provide the opposing party a copy of the submission, either electronically or by printed copy. Alternatively, any party who intends to utilize a downloaded electronic calculator for the preparation of the worksheet and schedules shall email them to the Court and the opposing party, or shall provide the Court and the opposing party with a readable, virus-free disk containing the proposed worksheet and schedules, or shall provide a printed copy to the Court and the opposing party; these submissions are to be made in a timely manner, as per Rule 24.2. Submissions to the Court - whether electronically, by disk or by printed copy - DO NOT satisfy the requirement of filing with the Clerk of Court.

The parties are hereby ordered to attend and complete a court-approved parenting seminar for divorcing parents, and file with the Clerk of Court his/her Certificate certifying completion of same. The Court further orders that other matters concerning disposition of this case, including but not limited to discovery deadlines, mediation, submission of domestic pre-trial orders and the scheduling of hearings and the trial will be addressed through a Scheduling Order, unless otherwise ordered by the Court.

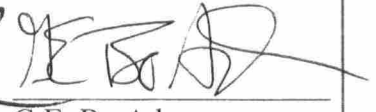
SO ORDERED, this 22<sup>nd</sup> day of July, 2019.



Edward D. Lukemire, Chief  
Judge, Houston Judicial  
Circuit



Katherine K. Lumden,  
Judge, Houston Judicial  
Circuit



G.E. Bo Adams,  
Judge, Houston Judicial  
Circuit

IN THE SUPERIOR COURT OF HOUSTON COUNTY  
STATE OF GEORGIA

NOTICE OF CHILD SUPPORT REQUIREMENTS<sup>1</sup>

You are hereby notified that in accordance with O.C.G.A. 19-6-15, Uniform Superior Court Rule 24.2, as amended, and the Standing Order of this circuit, you must comply with the following requirements:

The Domestic Relations Financial affidavit (in the form provided in Rule 24.2, as amended) and child support schedules, in the form promulgated by the Georgia Child Support Commission,<sup>2</sup> shall be filed and served on the opposing party:

- (a) at least five days prior to any temporary hearing;
- (b) at least five days prior to any court-ordered mediation; or
- (c) either with the answer or thirty days after service of the complaint, whichever first occurs, if no application for a temporary award is made and the parties do not attend mediation.

Both parties shall exchange any amendments at least ten days prior to a final hearing. Both parties shall submit their proposed worksheets pursuant to O.C.G.A. 19-6-15, as amended, at the time of the hearing. No social security numbers or account numbers shall be included in any document filed with the Court.

Failure to furnish financial information may subject a party to the penalties of contempt and may result in continuance of the hearing or other penalties.

Any party who intends to submit a proposed worksheet and the accompanying schedules to the Court electronically shall do so in accordance with Rule 24.2, as amended, and shall provide the opposing party a copy of the submission, either electronically, or by printed copy. Electronic submission is not a substitute for filing with the Clerk of Court.

Any party who intends to utilize a downloaded electronic calculator for the preparation of the worksheet and schedules shall either email them to the Court and opposing counsel, or provide the Court and opposing party with a readable, virus-free disk containing the proposed worksheet and schedules, or provide the Court and opposing counsel with a printed copy, at or before any hearing or mediation.

\_\_\_\_\_  
Attorney for Petitioner for Support or Petitioning  
Party, if unrepresented by counsel

<sup>1</sup> These requirements apply to any action for temporary or permanent child support, alimony, equitable division of property, modification of child support or alimony or attorney's fees.

<sup>2</sup> The requisite forms are available at: [www.ocse.dhr.georgia.gov/portal/site/DHR-OCSE/](http://www.ocse.dhr.georgia.gov/portal/site/DHR-OCSE/) and [www.georgiacourts.org/csc/](http://www.georgiacourts.org/csc/).